

Behind the Scenes

Lehi City
Employee Newsletter



Message from Administration – Sept 2020

At this unprecedented time, finding a sense of normalcy can be challenging. We have swapped large neighborhood barbeques for quieter nights with immediate family, summer trips have had to be altered or altogether canceled, and, as each of you know, our everyday work routines have had to be modified. I want to express my sincere appreciation to each of you as employees of the City. While adjustments have been necessary to help in combatting this pandemic, each department has worked diligently to ensure that our duties have been able to be completed and that the safety of employees and the public is prioritized.



As our Summer comes to an end and we head into Fall, I would encourage each of you to be diligent as we work to protect our community from COVID-19. Please continue to wash hands regularly, wear face coverings, and social distance. While the school year starting back will bring its own challenges for each of us and our community, I know that we will be able to overcome whatever may be thrown at us. Thank you all again for your hard work and efforts.

Jason Walker, City Administrator

Getting to Know You



Jamee Hardy is a programming clerk at the Library and is convinced she has the best job in the world! She has worked at the library for over 8 years and loves working with the patrons in our community especially the children! Jamee has lived in Utah all her life and has a 13 year old son. She enjoys all things whimsical and surrounds herself with color! In her spare time, she loves to hang out with family and friends and go on adventures!

Mona Lloyd has worked at the library since 2011 and loves it. She grew up in Lehi and is a proud Pioneer. Mona, and her husband David, raised five girls and one boy (Chandra, Trevor, Morgan, McKenzie, Tara and Kendall) here in Lehi. She enjoys spending time with her family, reading, and baking. During quarantine, like so many others, Mona has developed a new skill of making sourdough bread. She has also learned that gray hair isn't so bad (at least for now). Her new favorite past time is spending time with her 9-month old granddaughter, Piper, who is so much fun. Mona is thankful to live and work in Lehi and can't imagine living anywhere else.



Employee Inclusion and Diversity Survey

"The most productive and satisfying work environment is one in which work is accomplished in a spirit of mutual trust and respect." This is not just a nice idea, but a core principle of being a Lehi City employee. We want every employee to feel safe, supported, respected, and belong to the team that makes Lehi a great place to work.

At the same time, we recognize diversity of all kinds—race, gender, age, religion, beliefs, background, etc. adds value to the City through different perspectives, better problem solving, and more innovation. Appreciating our differences in an environment of mutual trust and respect helps us meet the diverse needs of the community we serve.

DIVERSITY & INCLUSION



City Administration is looking for your feedback on these topics. Human Resources will send out an email survey next week to hear about your experiences. For example, do you feel safe, supported, and respected? What things help you feel like you belong? How can City Administration improve?

In addition to the email survey, City Administration will be holding a focus group discussion to understand more. If you are interested in participating in a focus group, please inform your supervisor and contact Sherrie Benson at sbenson@lehi-ut.gov.

HEALTH CARE THAT COMES TO YOU

Nice Healthcare is a **new free benefit** offered to ALL full-time employees at Lehi City. You now have access to unlimited primary care visits through Nice video visits, chat visits and home visits.

Simply download the '**Nice Healthcare**' app and sign up for a time that works best for you. Your chat or video visit includes diagnosis, prescriptions, referrals and wellness. If needed, a provider will be sent to your home. After your appointment, check back in the app for your results and a treatment plan from your provider. It's that simple. It's simply Nice!!!



For more information, please reach out to Pam Stagg or David Kitchen for more information.

Years of Service

Congratulations and thank you to these employees for all their years of dedication and service.

5 Years

Wyatt Smith, Police
Crystal Tinoco, Police
Minerda Tinoco, Police
Julia Whitehead, Recreation

10 Years

Sharra Call, Recreation

50 Years

Kerry Evans, Fire

**50
YEARS**

**600 MONTHS
2,608 WEEKS
18,264 DAYS
438,336 HOURS
A MILLION MEMORIES!!!**

Thank you Kerry!!!

Department Spotlight - Finance



Lehi's Finance Departments consists of nine employees. Although the City has seen substantial growth over the past 15-20 years, only one employee has been added during that period. Duties in our department are separated into two divisions: accounting and utility billing.

Accounting. The accounting division consists of one accounts payable technician, Penney Jensen, and one payroll technician, Stacy Herbert. During the most recent year, Penney produced over 7,700 checks and Stacy produced over 22,000 payments to employees. Accounting is managed by Karma Bentson, Assistant Finance Director. In addition to supervising the division, Karma manages the City's credit card program, provides monthly financial reports to departments, reports all City financial transactions to the State's transparency website and works with Alyson Alger and Dean Lundell to produce the City's annual financial report; following an audit which takes 2-3 months to complete. This annual report is available on the City's website at <https://www.lehi-ut.gov/wp-content/uploads/2019/12/2019-CAFR-for-Web.pdf>

The Finance department also works February to May each year with departments, administration, and the City Council to produce the City's annual budget. This year's annual budget is just over \$180 million. The City's budget can be viewed on the City's website at <https://www.lehi-ut.gov/wp-content/uploads/2020/05/FY-2020-2021-TENTATIVE-BUDGET.pdf>.

Utility Billing. The utility billing division consists of four utility billing technicians: Kristy Christensen, Susan Howard, Jackie Miramon, and Robyn Wilson. Together with the City Treasurer, Alyson Alger, they produce bills for over 23,000 utility customers on a monthly basis for the City's six utilities: Power, Culinary Water, Pressurized Irrigation, Sewer, Storm Drain, and Garbage. Combined, these utilities collect nearly \$60 million in revenues per year.

In addition to monthly billings, the utility billing division created over 4,000 new accounts for new Lehi utility customers during the recently completed fiscal year. The utility billing staff works with customers to arrange payment plans for customers who are struggling to make payments and discontinue service when necessary.

The Finance Department is proud to serve the City of Lehi, its residents and its employees!

Big News

We have recently had a few promotions in our Police Department and wanted to recognize these individuals and their contributions to the city.

Drew Olsen - Sergeant
Lily Southwick - Sergeant
Michael Carle - Corporal
Nolan Jenkins - Corporal
Tyler Prawitt - Corporal
Tony Shipton - Corporal

Nick Houston, from our Fire Department, and his wife, Ashli, welcomed their daughter, Quinci, into their family on July 23.

Alex Willimans, also from our Fire Department, and his wife, Lacey, added their daughter, Jade, to their family on August 17.

Wellness Corner

Fruits & Vegetables - Tips for Children

Fruit and vegetable consumption is crucial for children and their development, but it can be hard to persuade them to eat fruits and vegetables, especially when there are so many other attractive high-calorie options. Below are some ideas for encouraging healthy eating:

- Pack a 100 percent juice box in their lunch instead of soda pop, or even better give them some water.
- Make fruit kabobs with bananas, grapes, berries, and pineapple chunks.
- Decorate plates or serving dishes with fruit slices.
- While shopping, allow children to pick out a new fruit or vegetable to try with dinner.
- Set a good example by eating fruits and vegetables yourself every day.

Remember that substitution is the key and your body will thank you for years to come!



Open Positions

(all positions are open until filled unless a closing date is listed)



Current FT Available Positions

- Parks Maintenance Worker I - closes Sept 6
- Traffic Engineer - closes Sept 8
- Water Systems Inspector - open until filled

Current PT Available Positions

- Building and Custodial Specialist (Female)
- Crossing Guard
- Early Morning Front Desk Shift Manager
- Gymnastic Preschool Instructor
- Pre-School Aid/Instructor
- Seasonal Parks Worker
- Water Aerobic Fitness Instructor

If you would like to learn more about any of the positions listed above, please visit our website at <https://www.lehi-ut.gov/departments/human-resources/employment-opportunities>.

Payroll Calendar

Sept 05 - Pay Period End Date
Sept 06 - Pay Period Start Date
Sept 07 - **Labor Day**
Sept 08 - Time Sheets Due
Sept 10 - Pay Day
Sept 19 - Pay Period End Date
Sept 20 - Pay Period Start Date
Sept 21 - Time Sheets Due
Sept 24 - Pay Day



Happy Birthday!!!

Kerri Richards	Recreation	Sept 02	Lyle Clements	Cemetery	Sept 17
Heather Tucker	Literacy Center	Sept 03	Tina LaCrue	Parks/Buildings	Sept 17
Devan Peterson	Water	Sept 04	Brandon Bennett	Recreation	Sept 18
Aleah Mallory	Recreation	Sept 04	McKenzie Lewis	Library	Sept 18
Stetson Hendrix	Recreation	Sept 04	Oriana Thurlow	Literacy Center	Sept 18
Beckie Sorenson	Police	Sept 05	Cade Hill	Recreation	Sept 18
Cambrie Martell	Recreation	Sept 05	Cynthia Maughan	Literacy Center	Sept 19
Austin Lewis	Power	Sept 05	Jami Bahr	Library	Sept 19
Kennedy McMillen	Recreation	Sept 05	Maren Gazaway	Legal Services	Sept 19
Talia Ririe	Recreation	Sept 05	Kairi Sotto	Recreation	Sept 19
Justin Holland	Police	Sept 06	Logan Gifford	Recreation	Sept 19
Michelle Calder	Library	Sept 06	Brittney Harris	Planning	Sept 20
Kevin Beck	Fire	Sept 07	Alex Williams	Fire	Sept 21
Paul Hill	Fire	Sept 07	Shieleen Mulholland	Literacy Center	Sept 22
Jasmine Bennett	Recreation	Sept 07	Brayden Holdaway	Recreation	Sept 24
Jared Blackburn	Recreation	Sept 07	Monica Hymas	Recreation	Sept 24
Katie Robinson	Senior Center	Sept 08	Johnathan Battas	Power	Sept 24
Mitchell Sampson	Recreation	Sept 08	Melissa Arnell	Recreation	Sept 24
Colton Glissmeyer	Recreation	Sept 09	Robert Brems	Police	Sept 25
Teresa Hansen	Police	Sept 10	Savannah Bradshaw	Recreation	Sept 25
Anthony Ehlert	Fire	Sept 10	Isaac Brighton	Recreation	Sept 25
Madeline Fugal	Recreation	Sept 11	Lindsey Marx	Recreation	Sept 25
Justin Nelson	Fire	Sept 11	Lori Thomas	Recreation	Sept 26
Cole Peterson	Police	Sept 11	Emily Bowers	Recreation	Sept 26
Jonathan Roth	Recreation	Sept 12	Abbigail Noorda	Recreation	Sept 26
Nicole Melton	Recreation	Sept 12	Demi Weese	Recreation	Sept 26
Ryan Brewster	Streets	Sept 12	Phillip Garrett	Recreation	Sept 27
Rachelle Spencer	Justice Court	Sept 12	Dallas Peterson	Recreation	Sept 27
Ellie Hatch	Recreation	Sept 12	Angie Reynolds	Fire	Sept 28
London Kelley	Literacy Center	Sept 12	Laura O'Barr	Library	Sept 28
Winston McGhie	Recreation	Sept 12	Cooper Smith	Police	Sept 28
Benjamin Woodfield	Literacy Center	Sept 12	Jeffery Wilson	Police	Sept 28
Kennedy Clark	Recreation	Sept 13	Katie Wilcox	Recreation	Sept 28
Layne Vincent	Power	Sept 13	Marshall Smith	Parks/Buildings	Sept 28
Jared Flatt	Parks/Buildings	Sept 13	Trent Hutchings	Fire	Sept 29
David Johnson	Parks/Buildings	Sept 14	Parker Elswood	Recreation	Sept 29
Mary Beck	Recreation	Sept 14			
Jamee Hardy	Library	Sept 14			
Lacey Brems	Senior Center	Sept 15			
Weston Winters	Water	Sept 16			
Bradley Kenison	Engineering	Sept 16			
Brian Cullen	Police	Sept 16			
Olivia Anderson	Recreation	Sept 16			
Richard Estes	Parks/Buildings	Sept 17			
Trevor Yates	Streets	Sept 17			
Laynee Johnson	Recreation	Sept 17			

